

**Academic Affairs**

Administration Room 200  
1509 North Boulder Avenue  
Russellville, Arkansas 72801

Office: 479-968-0319  
Fax: 479-968-0644  
[www.atu.edu/academics](http://www.atu.edu/academics)

Deans' Meeting Agenda  
Tuesday, September 18 at 1:00pm  
Academic Affairs

- I. Dr. Brett Bruner, Dean of Student Engagement  
*Dr. Bruner introduced himself to the group and let them know he is available to help with anything.*
- II. Tammy Weaver – Summer/Fall Schedule  
*There is a push to enroll new students earlier. In a collaborative effort, Dr. Warnick, Student Affairs, and the Advising Center are working on a model to register new students earlier and in batches. The Advising Center will take on the extra workload. This potential change would begin registration 2-3 weeks before spring break. The idea would be for students to be advised as a group, in about one hour increments, and Orientation Leaders would step in at that point.*
- III. Promotion & Tenure Guidelines  
*Dr. Bridgmon asked the group if they have established their DPTC guidelines. These need to be established before the review process.*  
**Action:** *Please confirm with your department heads the list of faculty who requested to follow the 2017-2018 is correct. Have guidelines by the end of the semester. These will be posted on the Academic Affairs website.*
- IV. Graduate Dean Search  
*Dr. Bean updated the group about the Graduate College Dean search. The committee has been assembled and the Search Firm, Higher Education Leadership, has been selected to assist with the search. The goal is to have the candidate identified before Thanksgiving.*
- V. Admissions Test  
*There is a new admissions test available to students to qualify for the Arkansas Challenge. The name of the test is Classic Learning Test and it is being recognized*

Upcoming Deadlines and Events:

September 28: Last day to enter courses for spring 2019 schedule  
September 28: P&T portfolios due to DPTC (those following the 2018 Handbook)  
October 1: Spring 2019 schedule available  
October 1: PDG, FRG, Student Interdisciplinary Grants due to SPUI  
October 10: Mid-term

*in other states.*

**Action:** *Dr. Bridgmon will forward the email from Dr. Bedsole to the Deans.*

VI. Student Success

*Dr. Warnick reported, thanks to outreach, there was an increase of 2% for student return. All Majors Fair is coming up soon. He indicated he would send out the Tutoring Center hours and what they offer. Dr. Warnick encouraged the group to promote the Care Team.*

VII. Governor's School

*Governor's School will be July 7 – August 3, 2019. Some faculty will be assisting with curriculum to prepare.*

VIII. Budget, Fees, and Priorities

*Fee changes, new fees, or deleted fees are due October 15 to Pat. A list of fees can be located in the catalog or from the Financial Aid website. Budget priorities are also due October 15. These priorities can be one-time or recurring. Discussion regarding a college fee was discussed. This kind of fee could lead to less transparency.*

**Action:** *Pat will send out an email with an excel spreadsheet for budget priorities.*

IX. MOU – NorthArk

*HLC will need to approve the NorthArk site before classes can be offered. The challenge now is to identify a program that can be offered at NorthArk and a start date. The idea is to offer a Bachelor of Arts degree. Dr. Bridgmon indicated NorthArk's desire to have an Agri or Business program. Concerns were raised about who would be teaching the courses. Thoughts circled around a combo of ATU faculty, NorthArk faculty, online courses and using qualified adjuncts in the area.*

**Action:** *Deans be thinking about a program to offer at NorthArk.*

X. Roundtable

*November 1 will be a retreat at Ozark for Executive Council and Direct Reports. A bus will be located in the lower parking lot of Witherspoon with an estimated leave time of 7:30 am and return about 4:30 pm.*